



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

Office of Head Start | 330 C St., SW, 4<sup>th</sup> Floor, Washington DC 20201 | [eclkc.ohs.acf.hhs.gov](http://eclkc.ohs.acf.hhs.gov)

April 19, 2019

Dear NYC Head Start Delegates:

Recently all current delegates of the Administration for Children Services (ACS) were notified to cease enrollment effective April 8, 2019. This correspondence is to update, and provide clarification around those instructions to the Head Start community.

As you may be aware the Office of Head Start (OHS) is competing the Head Start (HS) and Early Head Start (EHS) grant currently awarded to ACS. We are in the process of making final award decisions and have initiated pre-award discussions with organizations that have applied to be direct funded grantees.

As we prepare for the upcoming transition of services on July 1, 2019, one of our goals is to ensure continuity of care for all returning children. Accordingly, OHS made the difficult decision to request that ACS cease enrollment of new children through the end of their grant. This short term transition activity will ensure there is no disruption of services for returning children once the new grants are awarded.

OHS realizes that change and transitions are never easy. We understand this part of the transition process may impact children and families seeking enrollment in your programs. We are working to make sure that everyone impacted receives accurate information so that they can make informed decisions. As such, I have a request that in the event a new parent contacts your center to enroll their child, the attached list of direct funded HS grantees should serve as a resource to these families to seek enrollment in a program.

Thank you and we appreciate your patience during this short term period.

Sincerely,

*Carolyn Baker*

Carolyn Baker  
Regional Program Manager, Region II  
Office of Head Start